

C.No:8503/154/M.II(2)/2008  
Dept.

Law(M.II)

Sub:- Establishment - Law Department - Leave Travel  
Concession-Availment of Leave Travel Concession  
( Other than Home Town) for the Block Period 2007-  
2008 by Sri S.Nagendra Prasad, Assistant Section  
Officer, Law Department-Permission and Grant of  
Leave -Reg.

Ref: 1. G.O.Ms.No:151, Finance, dated 07-04-1989.  
2. Circular Memo No:11818/48/A2/TA/2001, Finance  
(TA)  
Department, dated 7-3-2002.  
3.From Sri S.Nagendra Prasad,, Assistant Section  
Officer, Law Department, application dated:10-12-  
2008.

\* \* \*

Please see the application received from Sri S.Nagendra Prasad,  
Assistant Section Officer, Law Department placed in the c.f.

2. In his application the individual has requested to grant (4) four  
days Casual Leave i.e. from 17-12-2008 to 20-12-2008 with permission  
to avail the public holiday on 21-12-2008.

3. The Individual has also requested to permit him to avail the  
benefit of Leave Travel Concession (Other than Home Town) for the  
Block period 2007 -2008 to and fro to “**Tirumala**” in Chittoor District  
during the above leave period along with his family members  
consisting of:

1.Self	.. 49 years
2.Smt S.Suguna	Wife ..46 years (SR
3.S.Lakshmi Revathi	Daughter .. 18 years

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4. It is submitted that the Government in the reference 2nd cited  
issued a Circular Memo No:11818/48/A2/TA/2001,Finance (TA)  
Department, dated 7-3-2002 issued instructions to produce used

Air/Railway/Bus tickets in original along with L.T.C. claims by the claimants.

Contd.on page2...

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**Law**

**(M.II) Dept.**

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5. As seen from the Service Register of the Individual, it is found that the individual has not availed the benefit of Leave Travel Concession (Other than Home Town) for the Block Period 2007-2008. Previously he availed the benefit of Leave Travel Concession for the Block Period of 2003-2004 (Home Town) along with his family members (Vide S.R. entry at page 20 of Service Register Vol. II).

6. As ascertained from the A.R.Assistant,. the individual is having 5 days Casual Leaves at his credit. ( X at page 1 c.f.)

7. In view of the above, it is therefore, submitted for orders whether Sri S.Nagendra Prasad, Assistant Section Officer, Law Department may be:-

(a) permitted to avail the Leave Travel Concession (Other than Home Town) for the Block Period 2007-2008 to and fro to "Tirumala" in "CHITTOOR DISTRICT" along with his family members;

(b) granted (4) four days Casual Leave i.e. from 17-12-2008 to 20-12-2008 with permission to avail the public holiday on 21-12-2008 and to leave the head quarters during the above leave period;-

**AND**

(d) necessary entries may be made in the Service Register of the Individual with regard to availment of Leave travel Concession (Other than Home Town), Grant of Leave and permission etc.,

8. Subject to above orders, a draft O.O. is placed below for approval

**DRAFT**  
**LAW (M.II) DEPARTMENT**

**O.O.Rt.No:**

**Dated: -12-2008**

Sub:- Establishment - Law Department - Availment of Leave Travel Concession (Other than Home Town) for the Block Period 2007-2008 by Smt G. Shantaji, Special Category Stenographer, Law Department - Permission and Grant of Leave - Orders - Issued.

Ref: 1. G.O. Ms. No: 151, Finance, Dated 07-04-1989.

2. Circular Memo No: 11818/48/A2/TA/2001, Finance (TA) Department, dt. 07-03-2002.

3. From Smt G. Shantaji, Special Category Stenographer, Law Department, application dated 10-12-2008.

\* \* \*

**Smt G. Shantaji, Special Category Stenographer**, Law Department is granted (2) two days Earned leave i.e. on 23-12-2008 and 24-12-2008 with permission to suffix the public holiday on 25-12-2008 and also permission to leave the head quarters on 22-12-2008 evening during the above leave period.

2. The Individual is permitted to avail herself of the benefit of Leave Travel Concession (Other than Home Town) To and Fro to

“Tirumala” in Chittoor District for the Block Period 2007-2008 along with her family members mentioned below:-

1. Self		.. 54 years
2. Sri K.H.Dutt	Husband	.. 60 years

3. The balance of earned leave at her credit is Necessary entries have been made in the Service Register of the Individual.

4. The Individual is informed that she should present a detailed T.A.Bill along with used railway/bus tickets in original as per the orders issued in the reference 2nd cited within (30) days after completion of return journey.

To

**Sri G. Shantaji, Special Category Stenographer**, Law Department.  
Copy to: The Deputy Pay and Accounts Officer, Secretariat Branch, Hyderabad

" " : Law (Claims) Department  
" " : Attendance Assistant  
" " : S/f and S/c

GOVERNMENT OF ANDHRA PRADESH  
**LAW (M.II) DEPARTMENT**

**O.O.Rt.No:303**  
**12-2008**

**Dated:15-**

Sub:-Establishment - Law Department - Availment of Leave Travel Concession (Other than Home Town) for the Block Period 2007-2008 by Sri S.Nagendra Prasad, Assistant Section Officer, Law Department - Permission and Grant of Leave - Orders - Issued.

Ref: 1.G.O.Ms.No:151, Finance, Dated 07-04-1989.

2. Circular Memo No:11818/48/A2/TA/2001, Finance (TA) Department, dt.07-03-2002.

3.From Sri S. Nagendra Prasad, Assistant Section Officer, Law Department, dated 10-12-2008.

\* \* \*

**Sri S.Nagendra Prasad**, Assistant Section Officer, Law Department is granted (4) four days casual leave i.e. from 17-12-2008

to 20-12-2008 with permission to avail the public holiday on 21-12-2008 and also permission to leave the head quarters during the above leave period.

2. The Individual is permitted to avail himself of the benefit of Leave Travel Concession (Other than Home Town) To and Fro to "Tirumala" in Chittoor District for the Block Period 2007-2008 along with his family members mentioned below:-

1. Self		.. 49 years
2. Smt S. Suguna	Wife	.. 46 years
3. S. Lakshmi Revathi	Daughter	.. 18 years

3. Necessary entries have been made in the Service Register of the Individual.

4. The Individual is informed that he should present a detailed T.A. Bill along with used railway/bus tickets in original as per the orders issued in the reference 2nd cited within (30) days after completion of return journey.

V. Suri Appa Rao,  
Secretary to

Government,

Legal

Affairs.

To

**Sri S. Nagendra Prasad**, Assistant Section Officer, Law Department.

Copy to: The Deputy Pay and Accounts Officer, Secretariat Branch, Hyderabad

" " : Law (Claims) Department

" " : Attendance Assistant

" " : S/f and S/c

//FORWARDED::BY ORDER//

SECTION OFFICER